

LEGISLATIVE AFFAIRS AGENCY

Accounting Office
State Capitol, Rm 3
Juneau, Alaska 99801-1182
(907) 465-6625 ~ laa.travel@akleg.gov



FOR THOSE LEGISLATORS NOT ON THE ROAD SYSTEM

PERSONAL VEHICLE

MOVING AUTHORIZATION

This form must be submitted to LAA Accounting BEFORE a legislator's move.

I, _____ (Legislator name) request authorization for payment of moving company expenses for moving my personal vehicle from _____ (city), where I currently reside, to _____ (city) in accordance with the Legislative Council Session Moving and Travel Policy.

A motor vehicle is not considered part of the 3,000-pound weight limit on household goods and personal effects if the transportation costs are paid under this section. A Legislator may receive payment for transportation costs for not more than one motor vehicle, which is registered in the name of the Legislator, his or her spouse, or dependent.

Allowable costs include: the cost of air or barge transportation for the vehicle from the Legislator's residence to the nearest point that connects with a state highway or ferry system provided it is less expensive than it would be to rent a car in Juneau for the duration of the legislative session.

Moving company: _____

Mailing address: _____

Phone number: _____

NOTE: If a legislator chooses to ship their vehicle, it is their responsibility to provide LAA Accounting with cost estimates to both ship their vehicle and rent a car for session (clearly identifying the least expensive option). LAA Accounting will provide the cost estimate for the Anchorage to Juneau portion of the vehicle shipment upon request.

☐ I will pay the moving company and request reimbursement from LAA, or

☐ I request LAA pay the moving company directly

Legislator Signature

Date

LAA Executive Director Signature

Date